

THE TOWNSHIP OF TARBUTT
Minutes of the Council Meeting
Wednesday, July 21, 2021 at 6:00 pm
MacLennan Hall

Present: Lennie Smith, Mayor
D. Farrar
Darren McClelland
Ursula Abbott
Ruth Wigmore

Staff: Keith Barber, Road Superintendent
Jared Brice, Clerical Assistant
Carol O. Trainor, Clerk

1. CALL TO ORDER

Mayor L. Smith called the regular Council meeting to order at 6:00 pm.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

a. Minutes of the Council meeting held June 16, 2021

Resolution No: 2021 – 106

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that the minutes of the Council meeting held June 16, 2021 be approved as circulated.

Carried

4. ADOPT ADDENDUM (See item 11)

Resolution No: 2021 – 107

Moved by: D. Farrar Seconded by: D. McClelland

Be it resolved that the Addendum dated July 21, 2021 be adopted.

Carried

5. FINANCIAL STATEMENTS

Resolution No: 2021 – 108

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that the financial statements for the month of June, 2021 be approved.

Carried

6. STAFF AND COMMITTEE REPORTS

Road Superintendent Keith Barber provided an update on the road resurfacing project of portions of Government Road and a portion of Smith Road, which is now complete. Also:

- The contractor that was schedule to do the rock hammering is now unable; K. Barber will speak to the other contractor and arrange to do the worst part at Pine Island and perhaps complete the remainder of the project next year.
- Laird Township has requested to purchase stone that is stockpiled. The cost of hauling the stone from Bruce Station will be included in the fee to be charged.
- B. Cameron is scheduled to do brushing in the fall.
- Plans to fill some of the sunken graves at the Stickney Cemetery with fill delivered there previously, if the Cemetery Board approves this work.
- The cemetery gate that was donated at Stickney is too heavy to use. J. Brice advised that the Cemetery Board recently agreed to leave the existing gate as is, and to move the donated gate to fill in the fence line.

Clerk's Report included discussion regarding the need for a comprehensive Fees and Charges By-law, which will be a good reference for residents, council and staff.

- Fence Viewers: three members are to be appointed. Council suggested a few individuals who can be approached.
- Civic addressing is vital for fire department response, as well as ambulance and police. A draft policy will be prepared and brought back.
- The landfill committee should discuss the use of stickers as attendants are finding that they do not recognize a lot of people bringing their waste into the site. There appear to be many people using the site who may not be property owners, with shingles being a specific cause of concern.
- Council expressed concern over the liability and risk involved in not receiving building and inspection reports, and directed staff to work with the inspector to ensure these reports are received.
- Tax bills are in the mail now and a newsletter will be prepared to be sent separately.

7. OLD BUSINESS

a. Central Algoma Community Safety and Well Being Plan

Resolution No: 2021 – 109

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the Council of The Township of Tarbutt does hereby adopt the **Central Algoma Community Safety and Well Being Plan**, 2021-2022, identifying key community priorities and preliminary strategies for addressing community concerns with safety and well being.

Carried

b. Culvert By-law, Entrance permits and fees

Resolution No: 2021 – 110

Moved by: D. McClelland
Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2021 - 16 being a by-law to regulate entrances, including the installation and replacement of Culverts; and That said By-law be read a first time and returned to Council for final reading at the meeting of August 18, 2021.

Carried

c. Landfill Attendant Job Description

Resolution No: 2021 – 111

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the draft Job Description for the Landfill Attendant position be approved for implementation.

Carried

d. Amendment to the Landfill Certificate of Approval re: contaminated waste

Council wish to apply to the MECP to allow non-hazardous contaminated soil to be brought into the landfill site, to be used as cover, and the areas from which this material would be accepted, i.e. Algoma District. Would bring in revenue.

Johnson Township would also have to agree, and would we contract Tulloch Engineering to prepare and submit the application?

Resolution No: 2021 – 112

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that The Council of The Township of Tarbutt does hereby request that staff arrange for application to be made to the MECP to amend the Landfill Certificate of Approval to include an allowance to accept non-hazardous contaminated waste from the area between Sault Ste. Marie and Thessalon, to be used as cover material for the landfill site.

Carried

8. NEW BUSINESS

a. Parkland Dedication / Cash-in-lieu By-law

Resolution No: 2021 – 113

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2021 - 17 being a By-law to authorize the conveyance of land for park or other public recreational purposes and/or Cash-in-lieu of land as a condition of development or redevelopment; and That said by-law be read once, and taken as read a second and third time and finally passed this twenty first day of July, 2021.

Carried

b. Fees and Charges / Administrative Penalties

Council agreed that staff should begin to compile a list of fees charged for all services, and which will be used for a comprehensive fees and charges by-law.

This process will require a review of fees currently being charged from photocopying to building permits.

- c. Zoning By-law correction of a typographical error – deferred

9. INFORMATION / CONSENT AGENDA

1. Resolution from the City of Mississauga
Re: Canada Day reflection on our shared history and commitment to a better future.
2. Resolution from the Township of the Archipelago
Re: Unencapsulated polystyrene foam restrictions in waterways.
3. Resolution from the City of St. Catharines
Re: Lyme Disease awareness
4. North Shore Health Network Recruitment Committee
Re: March 22, 2021 Minutes and Meeting & Recruitment Coordinator Report dated June 1, 2021.

Resolution No: 2021 – 114

Moved by: U. Abbott Seconded by: R. Wigmore

Be it resolved that correspondence items 1 through 4 on the consent agenda dated July 21, 2021 be received; and

That Council supports the resolutions from the City of Mississauga, the Township of the Archipelago and the City of St. Catharines.

Carried

10. MEETINGS/WORKSHOPS

J. Brice has registered for Unit 2 of the Municipal Administration Program through AMCTO which is a full semester course to be completed online.

C. Trainor has registered for the Basic Bookkeeping through Simply Training which includes Accounting Fundamentals and Sage 50 Accounting.

11. ADDENDUM

BY-LAWS

- a. A By-law to amend By-law 2021-13 (Tax Rate By-law) to correct a typographical error.

Resolution No: 2021 – 115

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2021 - 18 being a by-law to amend By-law 2021-13 to set the rates of Taxation for the year 2021, to correct Section 3. regarding instalment dates; and
That said by-law be read a first, and taken as read a second and third time and finally passed this Twenty First day of July, 2021.
Carried.

NEW BUSINESS

b. Application for Consent, Addition to a Lot at 467 McCluskie Road

The Planning Board has received an application to create an addition to a lot on McCluskie Road for Agricultural purposes. The portion of the attached map showing "lot addition" of 1.42 ha will be added to the "receiving" portion of 0.8 ha.

Resolution No: 2021 – 116

Moved by: U. Abbott Seconded by: R. Wigmore

Be it resolved that the Desbarats to Echo Bay Planning Board be advised that The Township of Tarbutt has no objection to consent application T2021-11 for a lot addition of 1.42 ha, to be added to the 0.8 ha property located at 467 McCluskie Road.

Carried

12. CLOSED SESSION

Resolution No: 2021 – 117

Moved by: U. Abbott Seconded by: R. Wigmore

Be it resolved that Council move into closed session at 7:32 pm under Section 239 of the Municipal Act to discuss personal matters about identifiable individuals including municipal or local board employees.

Carried

- a. Treasurer Recruitment
- b. Roads Position

Resolution No: 2021 – 118

Moved by: R. Wigmore Seconded by: U. Abbott

Be it resolved that Council does rise from the Closed Session at 8:02 pm.

Carried

Staff were given direction to make an offer of employment to a candidate for the Treasurer position.

The Personnel Committee will call a meeting to discuss landfill attendant job duties and responsibilities now that the job description has been approved.

ROUNDTABLE

Council indicated their willingness to consider some changes to the Township's Procedure By-law to include the list of agenda items.

The September Council meeting will be moved back one week to Wednesday, September 22, 2021.

13. CONFIRMATION BY-LAW

Resolution No: 2021 – 120

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that leave be granted to introduce By-law No. 2021 - 19 being a by-law to confirm the proceedings of the regular Council meeting held this Twenty First day of July, 2021.

Carried

14. ADJOURNMENT


Resolution No: 2021 – 121

Moved by: R. Wigmore


Seconded by: U. Abbott

Be it resolved that the regular Council meeting of July 21, 2021 be adjourned at 8:15 pm, to meet again on Wednesday, August 18, 2021.

Carried



Lennox Smith, Mayor



Carol O. Trainor, Clerk